



COUNTY OF SAN DIEGO
Great Government Through the General Management System – Quality, Timeliness, Value
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

SHERIFF'S CADET

Class No. 005747

■ CLASSIFICATION PURPOSE

To participate in a formal training program covering general law enforcement topics.

■ DISTINGUISHING CHARACTERISTICS

The Sheriff Cadet class is utilized only for Sheriff personnel participating in the Department's law enforcement training academy. This class is distinguished from Deputy Sheriff in that the Sheriff Cadet is not a peace officer and does not perform regular law enforcement duties.

■ FUNCTIONS

The examples of functions listed in the class specification(s) are representative but not necessarily exhaustive or descriptive of any one position in the class(es). Management is not precluded from assigning other related functions not listed herein if such duties are a logical assignment for the position.

Essential Function:

Attends County of San Diego Sheriff's Academy, which includes classroom study and examinations in Communications, Criminal Investigations, Custody Procedures, Force and Weaponry, Law, Laws of Evidence, Patrol Procedures, Physical Fitness and Defense Techniques, Police Community Relations, Professional Orientation, Traffic and Vehicle Operations and related subjects.

■ KNOWLEDGE, SKILLS AND ABILITIES

Skills and Abilities to:

- Write clearly and concisely with technical accuracy in English.
- Read and interpret complex technical documents in English.
- Verbally communicate, in English, with people from various educational and socio- economic backgrounds.
- Compute mathematical data, including addition, subtraction, multiplication, division and percentages with and without a calculator.
- Interpret normal or challenging situations and undertake the appropriate course of action.
- Comprehend and retain factual information pertaining to laws, statutes and policies, and accurately apply what is learned.
- Exercise tact, self-restraint, judgment and strategy in dealing with a variety of people.
- Exercise defensive driving skills.

■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. Examples of qualifying education/experience are: U.S. citizenship. Must be 20 1/2 years of age at time of application, and 21 years of age at time of appointment. High school graduate; or G.E.D.

Note: There will be no waivers on the above requirements.

■ ESSENTIAL PHYSICAL CHARACTERISTICS

The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classification(s). Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Vision: 20/100 uncorrected, correctable to at least 20/30.

■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

License

A valid California class C driver's license is required at time of appointment.

Certification/Registration

None Required.

Working Conditions

Individuals applying for this position must be willing to work all shifts and at any Sheriff's facility in the County of San Diego.

Background Investigation

Must have a reputation for honesty and trustworthiness. Felony convictions will be disqualifying. Misdemeanor convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a thorough background investigation which may include a psychological, polygraph or other examination or test.

Probationary Period

Incumbents appointed to permanent positions in this class shall serve a probationary period of six (6) months (Civil Service Rule 4.2.5).

New: April 11, 1986
Reviewed: Spring 2004

Sheriff's Cadet (Class No. 005747)

Union Code: PS

Variable Entry: N